



Republic of the Philippines  
Department of Justice  
**BUREAU OF CORRECTIONS**  
City of Muntinlupa



**REQUEST FOR QUOTATION #2025-096**  
**SUPPLY AND DELIVERY OF TOOLS FOR INSTRUMENT REPAIR FOR BUCOR**  
**MARCHING BAND**  
**(Nego. Proc.- Small Value Procurement)**  
**ABC: ₱ 199,926.00**

Date: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

TIN No.: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions as stated hereunder.

- a.) Bidders shall provide correct and accurate information required in this form.
- b.) Bidders may quote for all the items.
- c.) Price quotation/s must be valid for a period of *One Hundred Twenty (120) calendar days* from the date of submission.
- d.) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- e.) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- f.) Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- g.) Any alterations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- h.) The item/s shall be delivered within **Fifteen (15) calendar days** from receipt of approved purchase order.
- i.) The BuCor shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- j.) Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BuCor shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- k.) Bidders shall submit the required documents together with their bid price in a sealed envelope indicating supplier's name and name of project.
- l.) Submission thru e-mail and fax quotation **will be** allowed/accepted.

REQUIREMENTS TO BE SUBMITTED

- m.) Valid and Current PhilGeps Registration Number
- n.) Valid and Current Mayor's/Business Permit
- o.) Duly Notarized Omnibus Sworn Statement (original)
- p.) Duly Notarized Authority to Signatory (if applicable).

*Note:*

*Allow PEs to accept the expired Business or Mayor's permit with Official Receipt of renewal application, subject to submission of Business or Mayor's permit after award of contract under GPPB Resoution No. 05-2020 Approving the Acceptance of an Expired Mayor's Permit with Official Receipt for yhe Renewal Application.*

**NOTE:**

**BIDDERS STATEMENT OF COMPLIANCE ON THE TERMS & CONDITIONS AND REQUIREMENTS AS STATED ABOVE**

\_\_\_\_\_  
Signature over Printed Name of  
Bidder /Authorized Representative/Authorize signatory

Submit your sealed quotation duly signed by you or your duly authorized representative not later than September 1, 2025 at the BAC Office, Bureau of Corrections at 9:00am. Late submission of bids shall be rejected. For further information, you can call the BAC Secretariat c/o **MARIA ADORACION I. VIÑAS** at the Supply Office, Bureau of Corrections, Muntinlupa City at Tel # 8659-08-33 from 8:00 am to 5:00pm or email at bacsec2022@gmail.com, Monday to Friday.

  
**C/CSUPT MELENCIO S FAUSTINO**  
**Chairperson, Bids and Awards Committee**

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

**REQUEST FOR QUOTATION RFQ 2025-096**

**Project: SUPPLY AND DELIVERY OF TOOLS FOR INSTRUMENT REPAIR FOR BUCOR MARCHING BAND**

ABC: ₱199,926.00

QTY	UNIT	UNIT	Compliance to the Technical specifications (Please check)		Approved Budget for Contract	Unit Offered Quotation	Offered Quotation
			YES	NO			
2	PCS	Shim Brass Plate (1.2mm) Thickness: 1.2mm, Width:50mm Length:200mm			3,740.00		
1	pc	Flame Gun Torch Fuel consumption 100g/hr One Torch automatic ignition Ultralight compact design Category: Gas Soldering			550.00		
4	pcs	Butane (gas lite LPG 330g) Tare weight: 113.5g Net content:			3,080.00		
4	pcs	Butane Refill (pyramid 280ml) Style: gas type Material: Steel Burning time (max ammo): 90mintues			6,160.00		
1	pc	Pliers (1 long nose) Dimension 10.24"L x 9.84"W Color: yellow and red Item weight 0.15 kilograms Handle material: plastic Size: 160mm			880.00		
1	pc	Pliers (1 Flat nose) Material: Alloy steel Color: Black and yellow Item weight: 0.14kg Cutting width: 5 inches Size: 150mm			880.00		
1	pc	Pliers (1 cutter) Overall Length: 6 inches Jaw Width: 7/8 inches Cutter length: 1 inch Cutter type: Diagonal Cutting pliers Hnadle style: Standard Blade Materials: Steel			880.00		
1	pc	Small Rubber mallet Head material: high- Carbon Steel Handle Material: Wood The number of size; 27 mm x 7.9mm x 4.8mm, 230 g/ 8 oz			440.00		
1	pc	Ball Peen Hammer Size: 1- 1/2 lbs (24oz) High carbon steel			440.00		

		Rim tempered poll and ball pein Lacqured wooden hickory handle				
1	SET	Dent Hammer (set of 5) Item Head HEAD WIDTH F10A 7/16 1 1 1/2 F10B 9/16 1-3/16 1-7/8 F10C 1/2 1/2 1 F10D 3/4 3/4 1-1/8 F10E 1-1/8 1-1/8 1-1/4			3,500.00	
1	PC	Bench buffer/polisher (230V) 230V Motor: 370W Diameter: 200mm Width: 10mm Bore: 16mm Speed: 2850rpm Weight: 10kg			6,500.00	
1	pc	Tin Snip Rubber Handle Scissors Size: 10" (250mm) Material: Drop-forged steel Handle: Double dipped grip rubber handle Max Cutting Thickness: Carbon steel: 0.8mm Stainless Steel 0.6mm			300.00	
1	set	Alto Sax Repair Parts Screws Springs Material: Metal Style: Model Item Weight : 0.22lbs (100grams)			1,775.00	
1	set	Clarinet repair kit Mterial: Metal Style: model Item Weight: 0.5lbs (230 grams) 10-piece maintenance tool set			1,780.00	
1	pc	Air Compressor 2HP MAX Pressure: 115 PSI TANK CAPACITY: 88 liters VOLTAGE: 220 V DSIPLACEMENT: 10.6 cfm SINGLE PHASE			16,999.00	
10	pcs	Polishing Buffing wheel Cleaning pad Material: Flannel Cotton Cloth Diameter Pad: 150mm/200mm Thick of Pad: 15mm (Approx) Diameter of Mandrel Hole: 12mm Color: White			2,000.00	
10	pcs	Brass Polishing Buffing Stone (550g) Color: green, Bar: 180mm*45mm*40mm			1,500.00	
15	pair	Field Drum Sticks American classic 2B drum stick Type: wood, Shape: tear drop, Surface area: Medium, material: Hickory Surface coating: Lacquer Diameter: 630"/1.6cm			16,500.00	
3	pcs	Snare Drum Head Snare batter head with 2 Plies of 7-mil Small 7-mill underlay ring (P3 style) A 5-mil clear center dot			5,700.00	
10	pcs	Tunning Slide Grease Dimension Product: 1.38 x1.38x 1.42			7,760.00	

		inch (3.5x 3.5x 3.6 cm) Weight: 0.634 (17.97 grams)				
6	pcs	Valve oil 59ml 2 fl oz (59ml) Standard weight valve oil			5,400.00	
8	pcs	Legere Alto-sax 3 strenght Dimensions LxWxH 2.75x 0.44x 4.5 inches Strength 3			16,000.00	
5	pcs	Legere reeds Bb clarinet strength 3 2.75x 0.44x 4.5 inches Item Weight: 0.02 kilograms Body material: Food Grade Polypropylene			10,250.00	
1	pc	Mouthpiece- Tenor Saxophone Size: 8* Tip opening: 0.115" (2.92mm) Plating 24K gold plating			39,700.00	
1	pc	Alto Sax Ligature Material: Synthetic Fabric Colour: Red Mouthpiece material: Ebonite			1,800.00	
5	pcs	Trombone Slide Lubricant Net 30ml MOdel YAC 1021P			2,500.00	
2	sets	Premium trombone Cleaning kit 2 'n 1 Mouthpiece & cup Brush Fibers & ergonomic handle. 44"/112cm Snake Brush with premium fibers Premium large 12"x12" Microfiber suede cloth with 90,000 Fibers per square inch Premium T-slide Trombone Lubricant (2oz) Premium synthetic tuning slide Grease (.5oz)			2,280.00	
3	set	TENOR Saxophone Replacement Pads High Quality Durable pads Brown plastic Wool felt			6,351.00	
3	set	ALTP Saxophone Replacement Pads High Quality Durable pads Brown plastic Wool felt			5,646.00	
1	set	Rotary tools kit (Dremel 4000) Power:175 Watts Voltage:/ Herts: 220V~60Hz No-load speed: 5,000-35,000rpm Collect:3.2mm Weight:0.66 kg			12,100.00	
1	set	Soledring torch(dremel 2000 versatip) Weight 0,135kg Length: 19cm Width: 2.5cm Depth: 2.5cm BUrn Time: 90min Tank Capacity: 12ml/ 7g			9,900.00	
5	pcs	soledering lead (Rubicon 1.2mm) 1 Lbs Wire Size: 1.2mm Variation: 30% Tin 70% Lead			4,000.00	

1	pc	Soldering paste (eagle electric) Size: 50g No spot appears in non-soldered area. Excellent capacity of solder- stickness. Fluxing excellent results, joint high intensity			300.00		
5	pcs	Bar lead (Nicolite) Approx. 58 grams per piece 50% Tin 50% Lead			2,335.00		
Purpose: FOR CNTI USE					<b>Total: ₱ 199,926.00</b>		

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**SIGNATURE OVER PRINTED NAME OF BIDDER OR AUTHORIZED REPRESENTATIVE/AUTHORIZED SIGNATORY**

**TELEPHONE NO:** \_\_\_\_\_

**CELLPHONE NO:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

COMPANY LETTERHEAD

**SUPPLY AND DELIVERY OF TOOLS FOR INSTRUMENT REPAIR FOR BUCOR  
MARCHING BAND**

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

*If a sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

*If a partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

*If a sole proprietorship:* As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **SUPPLY AND DELIVERY OF TOOLS FOR INSTRUMENT REPAIR FOR BUCOR MARCHING BAND**, as shown in the attached *duly notarized Special Power of Attorney*,

*If a partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **SUPPLY AND DELIVERY OF TOOLS FOR INSTRUMENT REPAIR FOR BUCOR MARCHING BAND**, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting ;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

*If a sole proprietorship:* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*If a partnership or cooperative:* None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*If a corporation or joint venture:* None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
  - a) Carefully examine all of the Bidding Documents;
  - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the **SUPPLY AND DELIVERY OF TOOLS FOR INSTRUMENT REPAIR FOR BUCOR MARCHING BAND**
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 2025 at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this \_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and issued on \_\_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_